

BROWNFIELDS GRANT COMPETITION: PREPARING YOUR 2022 APPLICATION

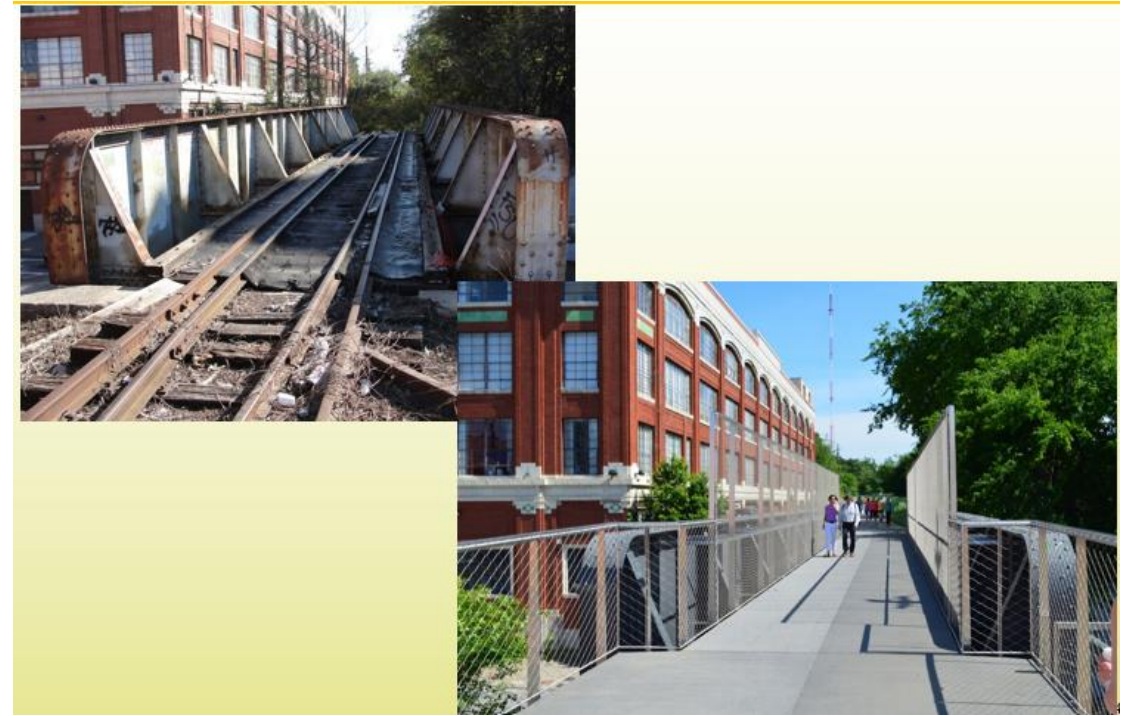
Tips and tricks for non-profit organizations

WHAT ARE BROWNFIELDS?



“...real property, the expansion, redevelopment or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.”

- Blighted, abandoned, derelict property
- Contaminated property
- Property that everyone believes is contaminated
- Fear of environmental liability



ADDRESSING BROWNFIELDS CHANGES COMMUNITIES

EPA BROWNFIELD FUNDING OPPORTUNITIES

- Assessment Grant (Testing & Sampling)
- Cleanup Grant
- Revolving Loan Fund Grant (RLF)
- Multipurpose Grant (Assessment & Cleanup)
- Brownfields Job Training Grant



Competitive
Grants

- Targeted Brownfields Assessments (TBA)
- Technical Assistance to Brownfields

REGIONAL GRANT APPLICATIONS (FY 2021)

State	Total Applicants	Non-Profit Orgs
Alabama	10	0
Florida	27	5
Georgia	15	1
Kentucky	7	2
Mississippi	9	0
North Carolina	20	1
South Carolina	13	2
Tennessee	8	1
TOTAL:	109	12



This includes Multi-purpose, Assessment, and Cleanup Applications

NON-PROFIT “READINESS”

- Assess your capacity to manage a federal grant.
- Connect your organization’s mission with the brownfields redevelopment plans.
- Build partnerships with the local community and form a brownfields team.
- Look for local political support.
- Identify the project area and list of brownfield sites within the area
(Inventory/Priority Sites)
- Engage the local community in the redevelopment vision.
- Engage the landowner(s) and secure an access agreement.
- Join a State Brownfield Association to learn more and find support (GA, AL & FL)

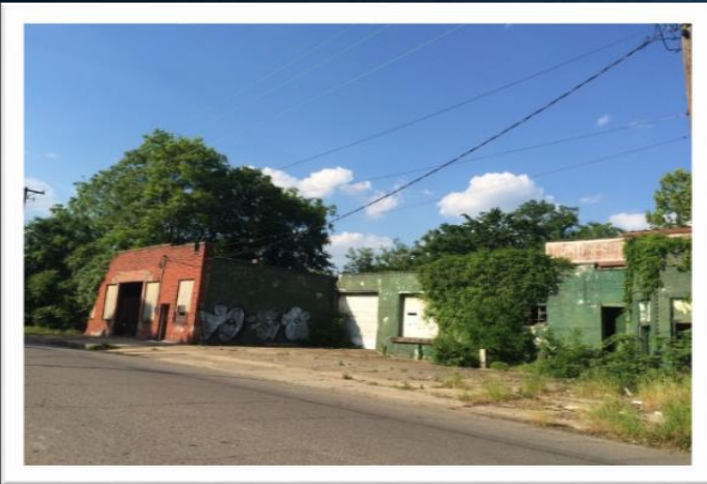
GENERAL TIPS

1. Make sure you are ELIGIBLE....only 501(c)(3) organizations may apply for Assessment grants.
2. Connect community's needs to your project outcomes/benefits.
3. Understand the “hard” sections (1 & 2) and the “easy” sections (3 & 4).
4. Use data to show disproportionate impact (EJScreen, US Census, State health dept., etc.)
5. Do homework: conversations around site selection, reuse planning, and resource identification can begin early – and with the local government authority.

GENERAL TIPS, CONT'D

- 6: Be internally consistent in your story from section to section.
- 7. Think like a community. The criteria are oriented toward a community-based response.
- 8. Write to the Evaluation Criteria, not the Ranking Criteria; emphasize how this grant will help.
- 9. Drill deeper into the geographic area with knowledge from locals.
- 10: Show that:
 - You know WHERE you are going
 - You know HOW to get there
 - You are READY to hit the ground running

SECTION 1: DESCRIBING YOUR COMMUNITY, BROWNFIELDS SITES, AND VISION



Define your priority
Brownfields site(s)



Describe your community's
vision for reuse



Outline your plan to reach your
goals

SECTION 1A: PROJECT AREA DESCRIPTION

- Weakness: “How is the Brownfield site a priority for the community? Rationale for this was not clearly defined”
- Solution: Think at the TARGET AREA/COMMUNITY level; some applicants use census blocks to identify target area.

SECTION 1B: REVITALIZATION PLANS

- Weakness: “It is not clear how the reuse plan will advance the local government’s land use”
- Solution: Involve local gov’t and community to ensure everyone is on the same page FOR THE PRIORITY SITES.
- Weakness: “Applicant has inability to draw funding or create incentives for remediation/revitalization”
- Solution: Have a clear plan/road map to bring project to completion.

SECTION 2: COMMUNITY NEED AND COMMUNITY ENGAGEMENT

- Section 2A - Community Need
- Weakness: "It's unclear why the community can't draw on other funds for this work."
- Solution: Meet with the local government upfront, explore needs and your services. Obtain financial perspective from them.
- Weakness: "Health & Welfare of Sensitive Populations not shown." "What are the health conditions and threats to residents like cancer, asthma, etc., that can plausibly be linked to the site?"
- Solution: Use State/Federal data: Census, county health, etc. Distinguish demographic data and discuss which populations are sensitive. Use general knowledge of the site type and likely contaminants to draw a plausible link to disproportionate health conditions.

SECTION 2: COMMUNITY NEED AND COMMUNITY ENGAGEMENT, CONT'D

- Section 2B - Community Engagement
- Weakness: "A wide array of interests represented, but too narrow in target areas."
"Response does not indicate local organizations or local community members."
- Solution: ALWAYS include the local government and/or local organizations as partners in project involvement.
- Weakness: "Since the reuse is predetermined to be [X], how will you respond if community input suggests something else?"
- Solution: Show preparedness and flexibility. Discuss engagement you've already done. Keeping the local government authority as a close partner can help navigate alternative locations or solutions.

CRITERIA 3: TASKS, COSTS, AND MEASURING PROGRESS

Good to Know:

- Explain WHAT tasks need to be done, WHO is responsible for implementing those tasks, and HOW much those tasks are going to cost
- Also describe HOW progress will be measured to ensure the project stays on schedule, in budget, and within the 3-year performance period.

Tips:

- Show unit costs AND cost calculations for ALL budgeted items.
- Make sure all costs are eligible and are calculated correctly.
- Carefully consider outreach costs.
- Include information on EPA quarterly reporting requirements, ACRES, and project closeout.

COST CALCULATIONS EXAMPLES

- Program Management/Personnel: \$24,000 – 480 hours at average hourly rate of \$50/hour; per quarter estimate: 10 hours for EPA reporting/records management, 10 hours for monthly progress meetings, and 20 hours for site-specific and community engagement work = 40 hours per quarter
- Travel: \$7,200 – 2 people to attend National Brownfield Conference; per person estimate: \$500 airfare, \$800 for 4 nights at hotel, \$500 for 4 days per diem and incidentals = \$3,600 per person
- Environmental Site Assessments:
 - 3 Phase I ESAs: \$12,000 – estimated cost of \$4,000 per ESA
 - 3 Phase II ESAs: \$69,000 – estimated cost of \$23,000 per ESA
 - 2 Hazardous Materials Surveys: \$20,000 – estimated cost of \$10,000 per survey
- **Include brief explanation of where the cost estimates came from (previous related experience, local contractor average costs, etc.).**

BUDGET TABLE EXAMPLE

Allocate >50% of the budget for direct environmental assessment work

Budget Categories	Project Tasks					Label Tasks
	Program Management	Community Outreach	Phase I	Phase II	Cleanup Planning	Total
(programmatic costs only)						
Personnel	\$25,000	\$15,000				\$40,000
Fringe Benefits						
Travel	\$6,000					\$6,000
Equipment						
Supplies						
Contractual		\$15,000	\$40,000	\$165,000	\$30,000	\$250,000
Other (specify)						
Total Direct	\$31,000	\$30,000	\$40,000	\$165,000	\$30,000	\$296,000
Total Indirect	\$2,500	\$1,500	\$0	\$0	\$0	\$4,000
Total Federal (Direct + Indirect)	\$33,500	\$31,500	\$40,000	\$165,000	\$30,000	\$300,000

Should match SF-424 and SF-424A

Includes the up to 5% for administrative costs

Can charge up to 5% of the amount requested from EPA funds for administrative costs (direct costs for grant administration + indirect costs). Costs must be classified as direct or indirect consistently and may not classify the same cost in both categories.

SECTION 4: PROGRAMMATIC CAPABILITY & PAST PERFORMANCE

- Good to Know:
 - Describe YOUR organization's staff, grant management experience, and procurement process.
 - Smaller non-profits may partner with other organizations, but this relationship must be clearly defined.



Past EPA Grantee

-ensure that your accomplishments are recorded in ACRES

Have managed non-EPA Grants

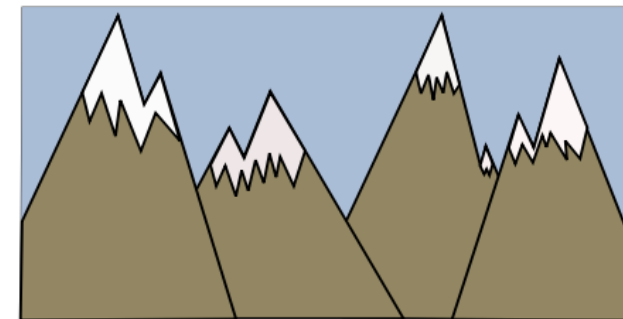
-describe outputs
-verify that followed Terms & Conditions

No previous grants

-receive neutral (less than full) score

NEXT STEPS:

- Request for Applications is expected soon with a deadline in November (open for 60 days)
- National training webinar will follow publication of Request for Applications
- Pay close attention to changes in criteria
 - Current Tip Sheet is based off last year's guidelines
- <https://www.epa.gov/brownfields>
- <https://www.epa.gov/brownfields/region4>



Mon	Tue	Wed	Thr	Fri	Sat	Sun
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

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ENVIRONMENTAL JUSTICE PROGRAM GRANTS

EJ SMALL GRANTS



- Since 1994, awarded \$28M in funding to over 1,400 community-based, local, and tribal organizations that work with communities facing environmental justice issues.
- **Goal:** Help affected communities create self-sustaining, community-based partnerships that will continue to improve environments.
- **Eligible applicants:** 1) Located within the same state, territory, commonwealth, or tribe where the proposed project will be located; and 2) Able to demonstrate that it has worked directly with the affected community.
- **Who Can Apply:** 1) Incorporated, non-profit, community-based organizations. This includes environmental justice networks, faith-based organizations and those affiliated with religious institutions; 2) Federally recognized tribal governments; OR 3) Tribal organizations
- **Funding Amount:** \$30,000 (Grant Notice: 11/17/2020 to 2/21/2021)
- **More Info:** [Refer here](#), for ideas & info on previous grants

EJ COLLABORATIVE PROBLEM-SOLVING (CPS) COOPERATIVE AGREEMENT PROGRAM



- **Goal:** Enable community-based organizations to partner with stakeholders from across industry, government, and academia to develop and implement solutions that will significantly address environmental and/or public health issues at the local level.
- **Eligible Applicants:** Located within the same state, territory, commonwealth, or tribe in which the proposed project is located, and must demonstrate that they have worked directly with the affected community.
- **Who Can Apply:** 1) Nonprofit organization- including, but not limited to, EJ networks; 2) Federally recognized tribal governments; or Native American Organizations (includes Indian Groups, cooperatives, partnerships, and or associations
- **Funding Amount:** \$120,000 (Grant Notice: 11/17/2020 to 2/21/2021)
- **More Info:** [Refer here](#), for ideas & info on previous grants

STATE ENVIRONMENTAL JUSTICE COOPERATIVE AGREEMENT (SEJCA) PROGRAM



- **Goal:** Support and/or create model state activities that lead to measurable environmental or public health results in communities disproportionately burdened by environmental harms and risks.
- **Who Can Apply:** 1) Any state, U.S. territory, commonwealth, or instrumentality of a state; 2) State or Federally recognized tribal governments (including Alaska Native Villages) and local governments (including cities, towns and municipalities)
- **Funding Amount:** \$200,000 (Grant Notice:)
- **More Info:** [Refer here](#), for ideas & info on previous grants

MORE INFORMATION (EPA REGION 4)

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- Tami Thomas-Burton; EJ Coordinator; thomas-burton.tami@epa.gov; 404-562-8027
- Brian Holtzclaw; Manager; holtzclaw.brian@epa.gov; 404-821-0697
- EJ Website and Resources: www.epa.gov/environmentaljustice
- EPA's Environmental Justice Collaborative Problem-Solving Model. <https://www.epa.gov/sites/production/files/2015-04/documents/ejproblemcollaborativesolvingmodel.pdf>
- EJSCREEN Tool: <https://www.epa.gov/ejscreen>

